



FARNHAM TOWN COUNCIL

Agenda Council

Time and date

Thursday 16th December, 2021 at 7.00 pm

Place

Council Chamber - Town Council Offices.

This meeting will also be broadcast via Zoom:

<https://us02web.zoom.us/j/89653694812?pwd=aXoxdHpQM0R6by9naGIjRm9lczNGUT09>

Meeting ID: 896 5369 4812 Passcode: 753522

Please note only councillors present in person will count towards the quorum and be able to vote.

To ALL MEMBERS OF THE COUNCIL

Dear Councillor

You are hereby summoned to attend a Meeting of **FARNHAM TOWN COUNCIL** on **Thursday 16th December, 2021, at 7.00 pm** in the Council Chamber - Town Council Offices. The Agenda for the meeting is attached.

Yours sincerely

Iain Lynch
Town Clerk

Members' Apologies

Members are requested to submit their apologies and any Declarations of Interest on the relevant form attached to this agenda to customer.services@farnham.gov.uk by 5pm on the day before the meeting.

Recording of Council Meetings

This meeting is digitally recorded and retained only until the minutes are signed.

Questions by the Public

At the discretion of the Town Mayor, those members of the public, **residing or working** within the Council's boundary, will be invited to make representations or ask questions remotely via zoom in respect of the business on the agenda, or other matters not on the agenda, for a maximum of 3 minutes per person or 20 minutes overall.

Members of the Public are welcome and have a right to attend this Meeting.



FARNHAM TOWN COUNCIL

Disclosure of Interests Form

Notification by a Member of a disclosable pecuniary interest in a matter under consideration at a meeting (Localism Act 2011).

Please use the form below to state in which Agenda Items you have an interest.

If you have a disclosable pecuniary or other interest in an item, please indicate whether you wish to speak (refer to Farnham Town Council's Code of Conduct for details)

As required by the Localism Act 2011, I hereby declare, that I have a disclosable pecuniary or personal interest in the following matter(s).

FULL COUNCIL: 16 December 2021

Name of Councillor

	Nature of interest (please tick/state as appropriate)		
Agenda Item No	I am a Waverley Borough Councillor/Surrey County Councillor*	Other	Type of interest (disclosable pecuniary or Other) and reason

* Delete as appropriate



FARNHAM TOWN COUNCIL

Agenda Council

Time and date

Thursday 16th December, 2021 at 7.00 pm

Place

Council Chamber - Town Council Offices, South Street, Farnham.

This meeting will also be broadcast via Zoom:

<https://us02web.zoom.us/j/89653694812?pwd=aXoxdHpQM0R6by9naGljRm9lczNGUT09>

Meeting ID: 896 5369 4812 Passcode: 753522

Please note only councillors present in person will count towards the quorum and be able to vote.

Prayers

Prior to the meeting prayers will be said by Revd John Morris, St-Thomas-On-The-Bourne. Councillors and members of the public are welcome to attend.

1 Apologies

To receive apologies for absence.

2 Disclosures of Interest

To receive from members, in respect of any items included on the agenda for this meeting, disclosure of any disclosable pecuniary or other interests, or of any gifts and hospitality, in line with the Town Council's Code of Conduct.

NOTES:

- (i) *The following councillors have made a general non-pecuniary interest declaration in relation to being councillors of Waverley Borough Council: Cllrs Beaman, Blishen, Cockburn, Dickson, Edmonds, Hesse, Macleod, Martin, Merryweather, Mirylees, Neale, Ward and Wicks.*
- (ii) *The following councillors have made a general non-pecuniary interest declaration in relation to being a councillor of Surrey County Council: Cllr MacLeod and Cllr Martin.*
- (iii) *Members are requested to make declarations of interest, on the form attached, to be returned to customer.services@farnham.gov.uk by 5pm on the day before the meeting.*

Members are reminded that if they declare a pecuniary interest they must leave before any debate starts unless dispensation has been obtained.

3 Minutes

To sign as a correct record the minutes of the Farnham Town Council meeting held on October 28th 2021 at (Appendix A).

(Pages 7 - 18)

4 Questions and Statements by the Public

In accordance with Standing Order 10.1, the Town Mayor will invite members of the public attending via Zoom to ask questions or make statements.

At the discretion of the Town Mayor, those members of the public, **residing or working** within the Council's boundary, will be invited to make representations or ask questions in respect of the business on the agenda, or other matters not on the agenda, for a maximum of 3 minutes per person or 20 minutes overall.

5 Town Mayor's Announcements

To receive the Town Mayor's announcements.

6 Questions by Members

To consider any questions from councillors in accordance with Standing Order 9.

Part I - Items for Decisions

7 Covid Update - Quorum, hybrid meetings, leave of absence.

In March 2020, Farnham Town Council made provision for decisions to be delegated to the Town Clerk in conjunction with the Mayor and Leader in the absence of decision-making Council meetings (Resolution C166/19). This provision has been used sparingly but is still in force. In the current situation, whilst it is still uncertain whether the Government is to reintroduce the ability to hold remote or hybrid meetings it is prudent to review the situation.

- i) To seek approval for a temporary amendment to Standing Order 2.8 (Quorum). FTC standing Orders have a higher quorum than required by law. The FTC quorum for Council is for ten councillors to be present whereas the legal requirement is for one third of the Council (i.e. 6). In view of the current uncertainty over the direction of the Omicron covid variant and the fact that remote meetings are not allowed for decision making, it is proposed that for the rest of the Municipal year the quorum for Full Council be a minimum of six members as set out in at the NALC Model Standing Orders.
- ii) Farnham Town Council has a quorum of three members for Working Group and Task Group meetings. No decisions are made at Working Group meetings (all are recommended to full Council) but under current rules a quorum of councillors physically present (excluding ex-officio members) is required for the meeting to be able to continue even if members are present remotely. In the case of the recent Community Enhancement Working Group the information discussed has been included as an update of the meeting rather than 'Notes' of the meeting as the required number of councillors was not present in person. There is some uncertainty over the interpretation from NALC on whether any remote meetings can be held. For clarification, it is proposed that for the remainder of the current Municipal year, Notes of Meetings be submitted with recommendations to Council provided there is a at least a quorum of councillors present online and in person for Working Group meetings.
- iii) To seek Council approval for the extended leave of absence from in-person meetings of Cllr Edmonds as a result of him shielding because of the ongoing covid pandemic.

8 Working Group Notes (Pages 19 - 32)

- 1 To receive the notes and any recommendations of the following Working Groups:
- i) Strategy and Finance held on 7th December 2021 at **Appendix B**
- 2 To receive a verbal update on any relevant matters covered by
- ii) Community Enhancement Working Group Notes of discussion held on 25th November attached at **Appendix C**
 - iii) Cemeteries and Appeals Working Group
 - iv) Tourism and Events Working Group

9 Budget 2022-23 (Pages 33 - 66)

To consider the report at **Appendix D** and agree the budget for 2022/23.

10 Planning and Licensing Applications (Pages 67 - 142)

To receive the minutes of the Planning & Licensing Consultative Group meetings held on 1st, 15th and 29th November, and 13th December 2021 at Appendices E, F, and G and H.

Part 2 - Items to Note

11 Actions taken under the Scheme of Delegation

To receive details of any actions taken under the scheme of delegation.

12 Reports from Other Councils

To receive from Councillors any updates on matters affecting Farnham from Waverley Borough Council and Surrey County Council.

13 Reports from Outside Bodies

To receive from Members any verbal reports on Outside Bodies where they represent Farnham Town Council.

14 Date of Next Meeting

To note the date of the next scheduled meeting on Thursday January 27th 2022 at 7pm.

15 Exclusion of the Press and Public

TO PASS A RESOLUTION to exclude members of the public and press from the meeting at Part 3 of the agenda (if required) in view of any confidential items under discussion in accordance with legislation for commercial sensitivity or staffing reasons.

Part 3 - Confidential Items

16 Any confidential matters (if required) arising from discussions of the Working Group notes.

Council Membership:

Alan Earwaker (Mayor), Michaela Wicks (Deputy Mayor), David Attfield, David Beaman, Roger Blishen, Carole Cockburn, Sally Dickson, Pat Evans, Paula Dunsmore, Brian Edmonds, John "Scotty" Fraser, George Hesse, Andy MacLeod, Michaela Martin, Mark Merryweather, Kika Mirylees, John Neale and John Ward